

American Civil Liberties Union of Florida

Mid-Florida Regional Office

Regional Organizer (Spanish fluency required)

Position Description

Job Description

The American Civil Liberties Union of Florida (ACLU of Florida) seeks a Regional Organizer who is fluent in Spanish (reading, writing and speaking) to coordinate the ACLU's outreach efforts on a variety of civil liberties issues in Spanish-speaking communities throughout the central part of Florida.

The position is full-time, temporary and will be based in the ACLU of Florida's Mid-Florida Regional Office in Tampa. This is a temporary position with funding available through March 31, 2013.

The Regional Organizer will report to the Mid-Florida Regional Director. The ACLU's Mid-Florida Regional Office is responsible for organizing civil liberties activities across the middle part of the state known as Florida's I-4 corridor from Tampa Bay to Orlando to Daytona Beach.

The American Civil Liberties Union of Florida is freedom's watchdog, working daily in the courts, legislatures and communities to defend individual rights and personal freedoms guaranteed by the Constitution and the Bill of Rights.

Primary Responsibilities

The Regional Organizer will:

- Design and implement grassroots strategies to mobilize Floridians in Spanish-speaking communities to take meaningful action on the ACLU's state and national priorities, including but not limited to immigrants' rights, voting rights, criminal justice reform, racial justice, , women's rights, and LGBT rights;
- Help recruit, mentor and develop local leaders to help shape a regional civil liberties movement;
- Engage ACLU members, chapters and supporters through Spanish-language community forums, public hearings, panel discussions, phone banks, movie screenings, and training for activists, etc.;
- Organize regional public education and public policy events and activities in Spanish;
- Develop effective outreach techniques and tailor them to specific Spanish-language communities;
- Work with the ACLU of Florida Communications Department, including the Public Information Officer, to develop regional outreach/organizing materials in Spanish, such as fact sheets, PowerPoint presentations, sample letters, etc.;
- Identify and engage potential allies and establish partnerships with local allied organizations, especially reaching out to Spanish-language communities and other diverse organizations and individuals;

- Build upon existing relationships and create new alliances to strengthen ACLU of Florida's visibility and mobilization efforts in Spanish;
- Help to stimulate the growth of ACLU membership, including chapters and student clubs, in the ACLU of Florida's Mid-Florida region as appropriate, and
- Work with the Regional Director to represent the ACLU of Florida in Spanish-speaking communities in the Mid-Florida region.

Qualifications

- a Bachelor's degree or equivalent experience;
- Fluency in English and Spanish (reading, writing and speaking);
- a minimum of one year experience with organizing and grassroots mobilization;
- a demonstrated commitment to civil liberties and civil rights and the mission of the ACLU;
- excellent communication skills in English and Spanish, both written and oral;
- an ability to keep organized in a fast-paced environment and to manage several projects simultaneously;
- strong computer skills, including proficiency in using Microsoft Office programs (Word, Excel, Access, PowerPoint and Publisher);
- familiarity with social media networking;
- experience in supervising and motivating volunteers;
- experience working cooperatively with diverse groups and organizations;
- ability to build vision, to stimulate, and inspire others, and
- ability to attend evening and weekend meetings, and to travel throughout the I-4 corridor.

Salary and Benefits: Salary will be set depending upon experience. The ACLU provides excellent benefits including health and dental insurance with generous vacation, holiday and sick leave policies, as well as a 401K Plan with an employer contribution.

Application Process:

Please send cover letter and resume by email to jobs@aclufl.org or by mail to:

*Joyce Hamilton Henry, Regional Director
ACLU of Florida
PO BOX 25477
Tampa FL 33622-5477*

All inquiries should include "Organizer Applicant" in the subject line or reference field and all attachments should be in Microsoft Word or pdf format.

Applications will be accepted until the position is filled. Please indicate where you learned of this job posting.

The ACLU is an affirmative action/equal opportunity employer. Women, people of color, persons with disabilities, and lesbians, gay men and transgendered persons are particularly encouraged to apply.